

The Red Book Agency Limited
Annual Report and Unaudited Financial Statements
for the Year Ended 31 August 2018

The Red Book Agency Limited

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The Red Book Agency Limited
(Registration number: 07534026)
Balance Sheet as at 31 August 2018

	Note	2018 £	2017 £
Fixed assets			
Intangible assets	<u>4</u>	2,850	6,650
Tangible assets	<u>5</u>	3,468	4,624
		<u>6,318</u>	<u>11,274</u>
Current assets			
Debtors	<u>6</u>	10,074	57,417
Cash at bank and in hand		35,039	36,736
		45,113	94,153
Creditors: Amounts falling due within one year	<u>7</u>	(43,699)	(96,272)
Net current assets/(liabilities)		<u>1,414</u>	<u>(2,119)</u>
Net assets		<u>7,732</u>	<u>9,155</u>
Capital and reserves			
Called up share capital		101	101
Profit and loss account		7,631	9,054
Total equity		<u>7,732</u>	<u>9,155</u>

For the financial year ending 31 August 2018 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

These financial statements have been delivered in accordance with the provisions applicable to companies subject to the small companies regime and the option not to file the Profit and Loss Account has been taken.

The notes on pages 3 to 7 form an integral part of these financial statements.

The Red Book Agency Limited
(Registration number: 07534026)
Balance Sheet as at 31 August 2018

Approved and authorised by the Board on 15 February 2019 and signed on its behalf by:

.....

A W Mitchell
Director

The notes on pages 3 to 7 form an integral part of these financial statements.
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The Red Book Agency Limited

Notes to the Financial Statements for the Year Ended 31 August 2018

1 General information

The company is a private company limited by share capital, incorporated in England and Wales.

The address of its registered office is:

2 Old Bath Road
Newbury
Berkshire
RG14 1QL
England

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

These financial statements have been prepared in accordance with Financial Reporting Standard 102 Section 1A - 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006.

Basis of preparation

These financial statements have been prepared using the historical cost convention except that as disclosed in the accounting policies certain items are shown at fair value.

Revenue recognition

Turnover comprises the fair value of the consideration received or receivable for the provision of architectural services in the ordinary course of the company's activities. Turnover is shown net of sales/value added tax, returns, rebates and discounts.

Tax

The tax expense for the period comprises current tax payable.

The current income tax charge is calculated on the basis of tax rates and laws that have been enacted or substantively enacted by the reporting date in the countries where the company operates and generates taxable income.

Tangible assets

Tangible assets are stated in the statement of financial position at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

The cost of tangible assets includes directly attributable incremental costs incurred in their acquisition and installation.

Depreciation

Depreciation is charged so as to write off the cost of assets, other than land and properties under construction over their estimated useful lives, as follows:

Asset class	Depreciation method and rate
Office equipment	25% reducing balance basis
Amortisation	

Amortisation is provided on intangible assets so as to write off the cost, less any estimated residual value, over their useful life as follows:

The Red Book Agency Limited

Notes to the Financial Statements for the Year Ended 31 August 2018

Asset class	Amortisation method and rate
Website costs	33.33% straight line basis
Cash and cash equivalents	

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade debtors

Trade debtors are amounts due from customers for architectural services performed in the ordinary course of business.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers.

Share capital

Ordinary shares are classified as equity. Equity instruments are measured at the fair value of the cash or other resources received or receivable, net of the direct costs of issuing the equity instruments. If payment is deferred and the time value of money is material, the initial measurement is on a present value basis.

Defined contribution pension obligation

A defined contribution plan is a pension plan under which fixed contributions are paid into a pension fund and the company has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised as employee benefit expense when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

3 Staff numbers

The average number of persons employed by the company (including directors) during the year, was 3 (2017 - 3).

The Red Book Agency Limited

Notes to the Financial Statements for the Year Ended 31 August 2018

4 Intangible assets

	Website costs £	Total £
Cost or valuation		
At 1 September 2017	11,400	11,400
At 31 August 2018	11,400	11,400
Amortisation		
At 1 September 2017	4,750	4,750
Amortisation charge	3,800	3,800
At 31 August 2018	8,550	8,550
Carrying amount		
At 31 August 2018	2,850	2,850
At 31 August 2017	6,650	6,650

The Red Book Agency Limited

Notes to the Financial Statements for the Year Ended 31 August 2018

5 Tangible assets

	Office equipment £	Total £
Cost or valuation		
At 1 September 2017	9,861	9,861
At 31 August 2018	9,861	9,861
Depreciation		
At 1 September 2017	5,237	5,237
Charge for the year	1,156	1,156
At 31 August 2018	6,393	6,393
Carrying amount		
At 31 August 2018	3,468	3,468
At 31 August 2017	4,624	4,624

6 Debtors

	2018 £	2017 £
Trade debtors	10,074	57,417
	10,074	57,417

7 Creditors

Creditors: amounts falling due within one year

	2018 £	2017 £
Due within one year		
Trade creditors	54	3,564
Taxation and social security	25,216	40,590
Other creditors	18,429	52,118
	43,699	96,272

The Red Book Agency Limited

Notes to the Financial Statements for the Year Ended 31 August 2018

8 Related party transactions

Other transactions with directors

During the year, A W Mitchell had a loan account with the company on which interest was charged at 5% per annum. At the balance sheet date the amount due to A W Mitchell was £9,368 (2017: £42,618).

During the year, E G Clive had a loan account with the company. At the balance sheet date the amount due to E G Clive was £1,250 (2017: nil).

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